

AS SUBMITTED

**Golf Commission Meeting
December 21, 2009
Minutes**

Members Present: Owen Evans, Acting Chairman; Ron Dray; Don Espach; George Furkiotis; Dave Galla; Bruce Gerstman; Tony Johnson

Members Absent: Sue Casey; Jim Steidle Mayer

Acting Chairman Owen Evans called the meeting to order at 7:30 PM.

Review and approval of the Minutes

Review and approval of the Minutes of November 23, 2009... There was a motion made by Mr. Espach seconded by Mr. Galla to approve the minutes as is. Motion carried unanimously.

Election of Officers

Mr. Evans moved to nominate Don Espach as Chairman, seconded by Mr. Gerstman. There being no further nominations, the clerk cast one unanimous ballot for Don Espach.

Mr. Johnson moved to nominate Owen Evans as Vice-Chairman, seconded by Mr. Furkiotis. There being no further nominations, the clerk cast one unanimous ballot for Owen Evans.

Mr. Evans then turned the meeting over to Mr. Espach as the new Chairman of the Tashua Knolls Golf Commission.

Audience Participation:

- None.

Director of Golf Course Properties Report (Hidalgo Nagashima)

Labor:

- Director of Operations – Golf Course Properties (Hidalgo Nagashima); Mechanic (Rich Plaveck); Four full-time greensmen (Jeff Cook, Jerry Cook, Chris Gallant, Craig Romano)
- Overtime is now limited to emergency snow removal.

Maintenance Department Outline:

- The Greens Committee has generated a list of projects that include drainage, tree work, and reconstructing #16 bunker. The list is weather dependent but the crew will work outside whenever possible.
- Equipment maintenance has begun and repair part orders are being generated mainly for normal wear items.
- All on-course supplies have been removed from the course for winter storage.
- Snow fences have been installed on #3 Glen and #3 and #17 Knolls to prevent sledding in the winter.
- After one additional application of spray for snow mold, snow fences will be installed on the greens on #7 and #8 on the Glen, #8 and #9 tees on the Knolls and the practice greens.
- Ponds #1 and #2 have been drawn down for the winter to prevent algae and plant growth. Lycott Environmental is preparing a contract for pond maintenance for 2010.
- Mr. Nagashima submitted a detailed report of the capital equipment requests to help in the budgeting process.
- A tree list has been generated for pruning and removal. Long Hill Tree was contacted regarding the condition of an ash tree that is central to the #18 fairway. There is a split between two leaders in the tree. The tree can be supported for a fee of \$575, which will prevent the tree from falling. The remainder of the tree is sound, however, it is an ash tree, a species that is becoming extinct due to disease. The Commission discussed whether we should brace or remove the tree. The cost is the same for either course of action and the money will come from the fund earmarked for winter tree work. Several Commissioners felt that the tree was a central aspect of that particular hole.

Mr. Evans made a motion; seconded by Mr. Johnson to try to save the tree on #18 at a cost of \$575. Motion carried unanimously.

Greens Committee (Owen Evans):

- Mr. Evans will present the Commission with an extensive winter work project list. He will keep the Commission posted of its progress.

Head Professional Report (Jon Janik)

Golf Operations:

- December 5th was the last day of play.
- The decision to close the course for the season was made on December 10th.
- There was an incident on December 6th where a driver attending an event at the restaurant became disoriented and ended up driving his vehicle down to the 3rd tee on the Glen where it became stuck. The police were called and the vehicle was removed from the course the following morning with minimal damage to the course. Removable methods of blocking off the actual course cart paths to vehicles other than golf carts will be investigated.

New Tournaments:

- May 10: Kiwanis – deposit received
- August 9: Wounded Warriors
- September 28: New Vision International – deposit received

Returning Tournaments:

- May 3 – Trumbull Father's Club
- May 17 – Trumbull Rotary
- June 14 – University of Bridgeport
- August 2 – Don Miklus Memorial
- October 4 - Apraxia

Pro Shop:

- The official last day for the pro shop was December 15th. However it was staffed on December 16, 18, and 19.
- The 1st Annual Holiday Customer Appreciation Night was held on December 9th. Approximately 100 customers attended and were treated to hor d'oeuvres, merchandise sales, and a raffle.

General Manager Report (Bobby Brown)

Overview:

- November 2009 rounds Knolls: 2,140 (1,420 in 2008); Glen: 865 (372 in 2008)
- November 2009 revenue: \$80,697.05
- December 2009 rounds Knolls: 240 (157 in 2008); Glen 49 (9 in 2008)
- Total rounds for 2009 calendar year season Knolls 41,364 (40,297 in 2008); Glen: 17,671 (16,392 in 2008)

Plant and Facility:

- Hulse Inc. installed a new furnace in the maintenance barn.
- We are in the process of putting together a bid package for the clubhouse attic insulation as well as some initial estimates for repair to the front and back patio ceilings at the clubhouse.

Golf Operations:

- Met with Mr. Nagashima and the Greens Committee to establish a winter work plan and a plan for the tree work.
- Evaluated the condition of the maintenance barn and equipment with Mr. Espach to determine recommendations for repairs.
- The town surveyed the land behind the #3 tee box on the Glen to determine the property lines. A few of the trees can be removed along the fence line, but there is very little town property directly behind the tee box.
- Met with Club Car to begin discussing the cart lease expiration. Due to the fact that the batteries were replaced in the carts last year, we have decided to let the lease expire rather than negotiate early. We will be able to get competing bids between Club Car and EZ Go next year.

House Committee (Tony Johnson):

- As a follow-up to the condition of the patio ceilings, Mr. Johnson reported that we are looking at some type of vinyl material rather than repainting the area. The vinyl will last longer, look more aesthetically pleasing, and be able to be washed.
- Also discussed was the condition of both sets of double doors in the clubhouse. After some minor repairs, both sets of doors are functioning well although they are showing their age. It was decided to evaluate the condition of the doors again next year.
- The condition of the windows in the pro shop was deemed to be more critical and initial quotes for replacement will be obtained.

Executive (Owen Evans)

- None

Finance (Don Espach)

- As was the case in November, the revenue for the 2009 season is about equal or slightly higher to that of 2008 but the expenditures are slightly lower than 2008. Barring any unforeseen expenses, we should finish the fiscal year with a surplus.
- The status of the budget for the next fiscal year was discussed as well. Two slight changes were made to the budget presented last month. The overtime account was increased by \$2,000 to a more realistic number and the maintenance account was increased by \$13,000 to allow for repairs/replacements in the maintenance barn, which is suffering greatly from deferred maintenance. Even with these two

additions, the budget still comes in \$6,000 lower than last year. Further discussions on the budget were tabled for Executive Session.

Correspondence

- A letter was received from Mr. Jim Remy, President of the PGA of America, thanking Tashua Knolls for participating in the 3rd Annual Patriot Golf Day that was held over Labor Day weekend. More than 4,500 golf facilities participated to raise \$1.6 million to benefit the Folds of Honor Foundation.
- A letter was received by the Tashua Knolls Women's Golf Association 9 holers with the following requests:

Mr. Evans made a motion; seconded by Mr. Johnson to approve the Tashua Knolls Ladies 9 holers request for block time for the 2010 season on Thursday mornings beginning in April and ending in October. Motion carried unanimously.

Mr. Evans made a motion; seconded by Mr. Galla to approve the Tashua Knolls Ladies 9 holers request for a Invitational tournament on Thursday, July 8 with an 8:00 AM shotgun start for 100 golfers with carts and resident rates. Motion carried unanimously.

Mr. Dray made a motion; seconded by Mr. Gerstman to approve the Tashua Knolls Ladies 9 holers request for a Member/Member tournament on Thursday, August 26 with a 7:00 AM shotgun start for 60 golfers with carts. Motion carried unanimously.

Mr. Johnson made a motion; seconded by Mr. Gerstman to approve the Tashua Knolls Ladies 9 holers request for a Couples tournament on Sunday, September 12 for 10 tee times beginning at 12:00 Noon. All couples will play 18 holes with carts. Motion carried unanimously.

- A request from the Tashua Knolls Senior Men's Club was tabled due to conflicting information in the letters.

Old Business

- None

New Business

- A meeting schedule for the calendar year 2010 was presented to the Commission. All meetings are held on the fourth Monday of the month unless it conflicts with a holiday.

Mr. Johnson made a motion; seconded by Mr. Galla to approve the Golf Commission Meeting Schedule for 2010 as presented. Motion carried unanimously.

Executive Session

A motion to enter into Executive Session to discuss a contractual matter was made at 8:16 PM by Mr. Dray; seconded by Mr. Johnson. Motion carried unanimously.

A motion to come out of Executive Session at 9:05 PM was made by Mr. Johnson; seconded by Mr. Furkiotis. Motion carried unanimously.

A motion to adjourn at 9:10 PM was made by Mr. Galla; seconded by Mr. Johnson. Motion carried unanimously.

Respectfully submitted,

Christine Plumeau
Golf Commission Clerk